Excerpts from ODP Staff Meeting - 28 January 1983

1. Ed Sherman, D/OF, is in the process of setting up a meeting to discuss the commercial capabilities available to solve the payroll problem.

2. ⬚ D/OTE, announced at the DDA staff meeting that there has been an increasing number of external training requests for courses that are not job related. Only training that is job related can be sponsored by a Federal agency.

STAT

3. We have received a memorandum from the DDA with regard to the Phase IV planning process. In effect, we have been asked to reevaluate our management processes. The C/MS will be meeting with the DDA management staff regarding this issue. ⬚ suggested that ODP start looking at the management processes used within the office.

STAT

4. The DCI would like to see an increase in rotational assignments. The Agency will be looking for future managers who have had experience in more than one office and/or more than one directorate.

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5. ⬚ urged that the backlog of delinquent PAR's be completed in a timely fashion, within two weeks. PAR's should also include a statement that the DCI's instruction on inflationary PAR ratings is being followed. ODP's Personnel Officer is currently working on a standard statement to this effect.

6. The ODP Front Office will be reissuing ODP Instruction 70-2-77, Outgoing Correspondence for the Director of Data Processing, in the near future.

7. Attached are the excerpts from the ODP Division/Staff reports, the ODP Personnel Report, and the weekly report to the DDA.

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Attachments: a/s

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ODP 83-156
27 January 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: [   ]   STAT
Director of Data Processing

SUBJECT: ODP Report for Week Ending 28 January 1983

1. SAFE Early Capability

Members of the SAFE Project Office travelled to the West Coast for the dry run of the System Design Review (SDR) which will be held on 14-16 February.

The Networking link between the Ruffing Computer Center MVS/JES3 and Northside Computer Center MVS/JES3 is operational and all print output for Northside Computer Center is being routed to [   ] Computer Center to print.   STAT

2. DIA SAFE Security

On 25 January, [   ] accompanied [   ]   STAT
[   ] of DIA to two special briefings for her. [   ] is   STAT
the Information Systems Security Officer for DIA Internal Systems, which will include SAFE-D. The briefings, one by members of the SURE Group/DDI and the other by the Chief of Customer Services Staff/ODP, covered the procedures for issuing SAFE users system and file accesses and the capabilities in effect to provide security audits. [   ] in conjunction   STAT
with the DIA user support group, will be responsible for providing the same type of access control and audit in DIA. She is also working with [   ] on SAFE system accreditation   STAT
issues.

3. CAMS2 (P/S) Detail System Design Review 2 (DSDR2)

The CAMS2 (P/S) Detail System Design Review was held on 23-24 January as scheduled. Over 80 people attended, including the Director for Imagery Collection and Exploitation, the Deputy Director for Data Processing, TRW's Vice President and General Manager of Systems Engineering and Applications, and Intelligence Community representatives. The Review was well received.

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SUBJECT: ODP Report for Week Ending 28 January 1983

4. Support to the Office of the Comptroller

The first meeting of the joint (Office of the Comptroller, Office of Finance, and Office of Data Processing) task force to review existing ADP support to budget systems and make recommendations on possible near and long term solutions to the problem of adequate support was held on 26 January.

5. Meeting with Prospective Consultant

The Chief, Policy and Plans Group, MS/ODP, along with two Office of Security representatives, met with⬜ STAT
STAT
The purpose of the STAT
meeting was to explore areas of common concern and assess
interest in entering into a consulting STAT
relationship with ODP and OS. ODP is looking for consulting STAT
support in the area of data processing strategic planning and
management. OS desires similar support on general computer
security issues. These areas are specialties of⬜
It was the assessment of the Agency representatives that STAT / STAT
a consulting relationship would be desirable.⬜ STAT
also expressed preliminary interest. At the direction of the
Deputy Director of Data Processing, ODP will take the lead in
attempting to formalize an arrangement. A memorandum on the
meeting is in preparation.

6. Stairwell Construction

The construction of the stairwell between the GC03 and 1D16 levels of the Ruffing Center is progressing on schedule. Currently the concrete foundation within GC03 is being broken apart, removed, and a stronger foundation will be laid. This work is causing some minor disruption of service to the distribution point, JES Main and VM stations.

7. Significant Events During Coming Week

The 24-hour processing of electrical message traffic is scheduled to begin in the Northside Computer Center on 31 January.

STAT

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Excerpts from ODP Div/Staff Reports for Week Ending 28 January 1983

Management

Finance. As of 25 January, $38,551 was outstanding in 85 advances to ODP travelers. None of the advances were delinquent. (U/AIUO) STAT

Headquarters Regulations and Notices. A request for comments and suggested revisions to [ ] Automatic Data STAT Processing Management and Administration, and [ ] ODP STAT Mission and Functions, has been sent to the ODP deputy directors, staff, and division chiefs. Replies are requested by COB 31 January. (U/AIUO) STAT

DDA ADP Control Officers Meeting. The DDA ADP Control Officer had a meeting of DDA office-level ADP Control Officers on 24 January. The primary purpose of the meeting was to hand out our 1985 terminal call (3 days after they were due back to ODP) and to review access requirements to 4C and PRIM. There were also a number of word processing (WP) questions that surfaced which were not answered and will be formally asked of ODP for response at a future meeting. Some of the WP questions were:

(1) What is the procedure and cost for a Wang terminal to interface with VM for the service provided on 1 March? What type of USERID is required?

(2) What additional VM capabilities are planned for the Wang? Can a Wang terminal replace a Delta Data?

(3) What WP capabilities are planned for the Delta Data terminal?

(4) Will a Wang terminal be able to interface with GIMS II?

(5) Will there be a Wang Users Group? There doesn't seem to be a satisfactory method of communicating new Wang capabilities and user experience. (U/AIUO-ODP ONLY) STAT

Administrative Staff

Arrivals and Departures:

[ ] resigned from SDD on 21 January. STAT

[ ] resigned from ED on 21 January. STAT

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[_____] was reassigned from PD to IMS on   STAT
23 January.

[_____] EOD'd in SPD on 24 January.   STAT

[_____] returned to SDD on 24 January. (U) [____] STAT

                                                           STAT

Processing

SPD corrected the software problem for the Document Logging
System (DLS). OD will begin testing DLS with selected output on
27 January. The problem with the wand reader is still
outstanding. (U) [_____]   STAT

The 4C Computer Center (1A20) was secured, using the alarm
system, by the Office of Security on 24 January. Access into the
Computer Center during non-prime hours must be coordinated with
the Chief, Ruffing Computer Center. (U) [_____]   STAT

On 18 January, SPD installed the Multi-Access Spool (MAS)
code from IBM Research to both VM1 and VM2. It was implemented
in such a way that only selected users in Processing would see
the shared spool between the VM processors. If no major problems
are encountered, the code will be activated for VM1/VM2 users
next week. (U) [_____]   STAT

Applications

Personnel Items:

[_____] room number has been changed to 2G20B [_____]   STAT STAT
and his phone number is [_____]

[_____] has transferred from SDD to the LIMS   STAT
project. Her new address is 2G20B [_____]   STAT

[_____] has transferred from SDD to QAD on the   STAT
Training Staff, effective 17 January. (U)

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